

## **GTA Board Annual Meeting Minutes**

June 24, 2013

County Square, 301 University Ridge, Greenville, SC  
Conference Room H (Bauer)

### **Board Members in Attendance:**

Mr. Matt Carter, Treasurer  
Ms. Pat Dilger, Asst. Chairman  
Mr. Trey Fouché, Chairman  
David Mitchell  
Dr. Julian Reed  
James Smeaton  
Mr. Sam Zimmerman

### **Staff in Attendance:**

Greg Baney, Transit Planner/Grants Manager  
Dave Baxter, JARC/New Freedom Coordinator  
Lorrie Brown, Administrative Assistant  
Steve Chastain, Transit Operations Manager  
Scott McIver, Fleet Superintendent  
Mark Rickards, Transit Director

### **Others in Attendance:**

Keith Brockington, GPATS Planner  
Karen Crawford, City Comptroller  
Fred Payne, County Council Member/GTA Liaison  
Warren Rowe, City Projects Manager  
Gaye Sprague, City Council Member/GTA Liaison

GTA Board Chairman, Mr. Trey Fouché, called the meeting to order at 12:00 p.m.

**Mr. Matt Carter made a motion to approve the May 28, 2013 Board Meeting minutes. Mr. Sam Zimmerman seconded the motion. There was no opposition. The motion carries.**

Chairman Fouché has not received the contract for the Clemson Service/Connector.

Greg Baney stated that the Upstate Transit Coalition met last month and by our standard, the meeting was a success. The intent of the meeting was to have a kickoff and present the vision for the Coalition. A follow-up meeting will take place in the next couple of weeks. In order to determine what goes on a referendum, County Council appoints a committee of private citizens to determine what items will go on the referendum. The committee goes over the details of different kinds of programs. The finding of the Committee would help in determining whether Greenville County Council will support a referendum that includes transit. Charleston sought a referendum with Transportation and went for the full 25 years. We would see whether a referendum could be pulled back to specific and limited number of years. County Council has not been briefed on this as a whole. It is now with the County Manager. Mr. Brockington and others are providing help with the background research. Mr. Baney stated that Gordon Branson should be prepared for a meeting between Greenville County and the Upstate Transit Coalition. Mr. Rickards stated that, for a fixed facility, if we build BRT or PRT with one-time capital funds we would be in even more trouble than we were in the beginning. The Green Villages Committee was at the GCEDC meeting.

### **Committee Reports**

#### **Development Committee Meeting**

- The Committee offered condolences to Councilor Gaye Sprague over the loss of her father.
- We are ready to start construction of our new Administration office. Greyhound was asked to relocate by July 1. Construction will take approximately 6 months. Greyhound will send an Operations person to look at another property. It was suggested that staff have the City Legal Department draft a letter. Greyhound is currently \$2,000 behind with payment for utilities.
- Footloose month is October. Footloose promotes walking, biking and using transit for the entire month of October. Footloose is used as a marketing tool for GTA. During Footloose Month, Greenlink has been doing a park and ride for the St. Francis Fall for Greenville which is held in October. Dave Baxter will be going into a fulltime marketing position in July. Mr. Baxter would like Greenlink's contribution to St. Francis Fall for Greenville more prominently displayed. We have fare free Saturday the Saturday following Fall for Greenville.
- We hope to finalize the agreement with the Greenville Drive so that we can order two new shuttles.
- The Committee discussed the Clemson service contract.

- Ms. Dilger stated that she gets questions about the GTA Vision and the rail corridor. The rail corridor is on hold pending County and City collaboration.
- The Committee discussed the ongoing push for a referendum and feel the UTC is an excellent advocate.
- Cost Efficiency: Ridership for the Mauldin/Simpsonville route continues to grow. We have had over 8,000 riders since the route began in October. Cost efficiency is 23% counting Mauldin/Simpsonville and 24.8% without Mauldin/Simpsonville.
- The date for a proposed GSP route was changed to July 1, 2014. We hope to partner with Proterra. Mr. Rickards will be meeting with the new CEO for Proterra.
- Chairman Fouché reminded the committee of the success of Bike Share where GTA funded 5 of the 6 stations.
- For Vehicle Maintenance, we have an option in FY14 to move to a new location with Public Works. Mr. Baney cautioned that we need to be careful that we do not assume that Greenlink will make the move with Public Works. It was suggested that we look at the old Reserve Center as a possible site for Greenlink Vehicle Maintenance as well as the old DOT building on Laurens Road.

#### Finance Committee

- Wages and salaries for Fixed Route, Demand Response and Vehicle Maintenance are down.
- We are at 78% of the 9-month budget. Operating revenue is at 90%.
- Operating expenses are at 81.9%. Passenger revenue is up. The Fund balance is \$121,000.
- The total Accounts Payable is 1.3 million dollars; most of this is owed to the City of Greenville. GTA pays as funds are available. This should go away with the new revenues. Our federal funding is outstanding. We have not done draws due to additional demands by the new FTA Project Manager. Once draws are done, we can pay the City. Our year-end will mirror that of the City. The amount owed to GTA by the federal government is \$900,000. Getting federal money is a statewide problem.

#### May Board Invoices

| Date         | Company                         | Description  | Invoice # | Amount              |
|--------------|---------------------------------|--|-----------|---------------------|
| 5/20/13      | City of Greenville              | GTA Board Contract – April 2013  | 75847     | 329,167.82          |
| 5/31/13      | LS3P Neal Prince                | Phase 3 – Office spaces in Greyhound area                                    | 0030334   | 4,529.04            |
| 6/3/13       | Mike's Body Shop & Towing, Inc. | Refinish/repair bus #106 cutaway   | 1459      | 2,972.22            |
| 5/17/13      | Routematch Software             | Lynn Hartley travel expenses for FR Go alive Training                        | 14307     | 859.22              |
| 5/17/13      | Routematch Software             | Anthony Moore travel expenses – Training                                     | 14308     | 441.13              |
| 5/31/13      | SC DHEC                         | UST Annual Fees for Fiscal year 2014   | U175978-7 | 600.00              |
| 6/30/13      | SC BCB Insurance Reserve Fund   | GTA Annual Premium 2012-2013 4 <sup>th</sup> Quarter payment (one bus added) | 7102013   | 38,276.24           |
| 5/6/13       | SC BCB Insurance Reserve Fund   | Auto Comp & Collision for bus # 106 5/2/13-10/1/13                           | 1196916   | 100.96              |
| <b>Total</b> |                                 |  |           | <b>\$376,946.63</b> |

#### JARC/New Freedom Invoices

| Date               | Company         | Description                                       | Invoice # | Amount              |
|--------------------|-----------------|---|-----------|---------------------|
| 4/30/13            | UPSTATE Forever | Bikeshare Drawdown Operating expense – April 2013 | 04302013  | \$1,989.26          |
| <b>Grand total</b> |                 |   |           | <b>\$378,935.89</b> |

**The Finance Committee recommends paying invoices in the amount of \$378,935.89 (\$376,946.63 regular invoices and \$1,989.26 JARC/New Freedom invoices). Since this is a recommendation from the Finance Committee, a second not required. There is no opposition. The Motion carries.**

**The Finance Committee recommends that City staff be given approval to initiate a competitive procurement process in the search for a new insurance provider and send a letter to IRF informing them that we are required to go out for bids. Since this is a recommendation from the Finance Committee, a second is not need. There is no opposition. The Motion carries.**

- It was noted that 50% of our routes are in the City and 50% of our routes are in the County.
- We still have no county employees riding the bus and taking advantage of free fare for county employees. Communication of this benefit may be a factor. Bob Mihalic, Governmental Affairs Coordinator for Greenville County, will put a reminder in the County newsletter.
- We need to re-advertise in October for Footloose.
- Dr. Julian Reed requests that the Vehicle Maintenance Report show road calls by vehicle unit.

#### **Director's Report**

- The Greenlink/GTA Budget was approved by City Council.
- Mr. Rickards provided an update on Greenlink to County Council.
- Greyhound will be given an additional 30 days (August 1) to vacate the Greenlink Transit Center.
- Greenlink/GTA is transitioning some Accounting functions from OMB to Greenlink.
- We have Trolley Driver applications. Special requests for Trolley use must be addressed. Neither of the trolleys with current operation is ADA compliant.
- Bus Shelter on Cedar Lane vandalized. We now have 60 bus shelters in place.
- Greenlink took part in "Touch a Truck" as part of our community outreach.
- Twenty-two Greenlink employees were honored by the City for 5 years of service.
- The High Speed Rail meeting Mr. Rickards attended in June was well attended. There is interest in having a Greenville stop. It is on our radar. This is a huge project. This route is to get people from Atlanta to Charlotte. GTA has a vested interest in getting people from I-85 to downtown Greenville.
- North Charleston has a free shuttle. They have large size hybrid buses.
- Equipment was stolen from the Greenlink Vehicle Maintenance facility located at 154 Augusta Street. The police is investigating the theft of IPADS mounted on the buses.
- Staff will meet with Clemson University to tie up loose ends on the Clemson Commuter Shuttle and the Clemson Connector.

County Councilor Fred Payne stated they have been aggressively working on the rail corridor, and a letter has been sent to the City from the GCEDC inviting the City to participate. They are now waiting to hear back from the City. County Council Chairman, Jim Burns, stated that a referendum with only Transit could not get passed because people will not vote for it. It has to be part of a bigger coalition. We need 51% of vote. The County is pushing for a referendum in 2014. We need to look at all options for connectivity. County Council will approve appointment of a committee composed of six people who will find projects to be funded. Mr. Baney interjected that a referendum that has capital projects will not be of benefit to GTA. It would need to be called transportation instead of transit. We need to be part of the bigger picture. Councilor Payne stated that Councilor Butch Kirven is open for discussion. The intention was for the coalition to be created and be given a vision of what we can achieve in Greenville County.

**Mr. David Mitchell made a motion to adjourn. Ms. Pat Dilger seconded the motion. There is no opposition. The motion carries.**

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
Lorrie Brown, Greenlink Administrative Assistant

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Mr. Trey Fouché, GTA Board Chairman